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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Real Estate & Construction Division
THRU : Acting Chief, Acquisition Branch

DATE: 12 November 1958

Lee

25X1A9A FROM

SUBJECT: Request for Increase in Authorization for Alterations, Routine Repairs
and Minor New Construction

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1. The attached dispatch of 22 October 1958 to Chief, EE, from Chief of Station, [] requests authority to expend up to \$25,000 per fiscal year for alterations, routine repairs and minor new construction on assigned and purchased properties under jurisdiction of the station. No more than \$2,500 would be spent in any one project.

2. Under the regulations such expenditures require headquarters approval. The Station Logistics Officer with the concurrence of the Chief of Station has requested the necessary approval in accordance with []. In doing so, the Chief of Station, in paragraph 4 of his dispatch, cites cogent reasons for the increase in authority to which the undersigned wishes to add the following:

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a. The present Chief of Logistics for the [] station has been in charge for about five months and during that time has had ample time to study the maintenance and alteration problems confronting the Station and is in the best position to determine the most effective approach to the situation as it exists today.

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b. Furthermore, the [] Station have competent Logistics and real estate officers whose experience and technical knowledge fully supplement that of the Station Logistics officer.

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3. In view of the foregoing, the undersigned believes that there are no compelling reasons why the request should be denied and recommends that the Chief, EE, be authorized to proceed on the basis requested.

4. With respect to the foregoing, however, it is recognized that such approval and action thereunder must be contingent upon the availability of necessary funds and with the understanding that the requested authority not be extended to include personal quarters.

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